

**THE STATE OF TEXAS**

**COUNTY OF HARRIS**

On the 15th day of August 2023, the Crosby Municipal Utility District held a regular meeting of the Board of Directors at the office of the District at 103 W. Wahl St. Crosby, Texas with the following members present:

<b>Steve Schreiber –</b>	<b>President</b>	<b>Present</b>
<b>Eddie Foster –</b>	<b>Vice President</b>	<b>Present</b>
<b>Donna Davenport-</b>	<b>Treasurer</b>	<b>Present</b>
<b>Wesley Zarsky-</b>	<b>Secretary</b>	<b>Absent</b>
<b>Diane Feland-</b>	<b>Asst. Secretary</b>	<b>Present</b>

**Visitors present:** Beth McCormack, Shari Sumner, Chris Wallace, Dawn Muth, Chad Abram, JoAnn Matthiesen, Isabella Londrigan

**Meeting was called to order at 4:00p.m. by Steve Schreiber.**

**Prayer:** Eddie Foster opened the meeting with a prayer.

**I. Approve minutes**

Donna Davenport made a motion to approve the minutes and Eddie Foster seconded the motion.

**Motion carried.**

**II. Citizen’s presentations and requests to address the Board of Directors and take necessary action granting connections for utility commitments and billing adjustments.**

N/A

**III. New Business**

N/A

**IV. Old Business**

N/A

**V. Tax Assessor/Collector’s Report**

Dawn Muth went over her report with the Board of Directors.

**VI. Attorney’s Report**

**a. Consider and act on resolution designating type of District or Defined Areas for tax setting purpose.**

Eddie Foster made a motion and Diane Feland seconded the motion designating CMUD as a Developing District for tax setting purposes.

**Motion Carried**

## **VII. Engineer's Report**

Engineering matters and capital improvement projects, including authorize design, approve plans and specifications, approve easements, authorize advertisements for bids, review bids and approve award of contract, approve and pay estimates, time extensions, and change orders and final acceptance, as appropriate for the following:

- a. Harris County Community Development Grants
- b. Rate Order matters including water and sewer rate study matters
- c. Surface Water Treatment Plant Expansion including Contact Time Study
- d. SWTP East Site: Sludge Disposal Relocation Facilities
- e. 12" Water Line loop to Pecan Estates
- f. Lift Station Upgrades: Pin Oak LS
- g. Future Force Main in CenterPoint Corridor to serve US 90 and Krenk Area
- h. Pecan Estates phase 2 force main extension and gravity sewer
- i. In-District and Defined Area Developments Status including Request for Service Commitments and Site Plan Reviews
- j. Out of District Request for Annexation and Service including Annexation Feasibility Reports and Related Agreements, Utility Extensions, and Creation of Defined Area

**Engineer, Chad Abram went over his report with Board of Directors.**

## **VIII. Office Manager's Report**

Beth McCormack emailed her report to the Board of Directors.

## **IX. Utility Manager's Report**

Chris Wallace emailed his report to the Board of Directors.

Chris informed the Board that he will be placing signs throughout the District this week for Voluntary Stage 1 Drought Contingency as precaution.

## **X. Treasurer's Report**

- a. Approve Financial Statements.

A motion was made to approve financial statement by Eddie Foster and seconded by Diane Feland

**Motion Carried**

- b. Approve Customer Write Offs

A motion was made by Eddie Foster and seconded by Diane Feland to approve four customer account write offs.

**Motion Carried**

- XI. Convene in executive session to discuss personnel matters pursuant to Section 551.074 of the Texas Government Code, 551.072 regarding property, Section 551.071 of the Texas Government Code for the consultation with Attorney for pending or contemplated litigation, and Section 551.076 of the Texas Government Code regarding real security

N/A

**XII. Reconvene into regular session**

N/A

**XIII. Consider and take necessary action on the result of the Executive Session.**

N/A

**XIV. Adjourn**

A motion was made to adjourn at 4:35pm by Diane Feland and seconded by Eddie Foster

**Motion Carried**

Pursuant to V.T.C.A., Government Code, Sections 551.071, 551.072, 551.074 and 551.076 the Board of Directors may convene in closed session to discuss matters relating to pending or contemplated litigation, personnel matters, security, or real estate transactions.

**ATTEST: S.S.**



**Diane Feland, Asst. Secretary**



**Steven Schreiber, President**